

Texas Education Agency Standard Application System (SAS)

| 2018–2019 Technology Lending | | |
|-------------------------------|---|--|
| Program authority: | General Appropriations Act, Article III, Rider 8, and House Bill 3526, 85 th Texas Legislature; Texas Education Code Section 32.301 | FOR TEA USE ONLY Write NOGA ID here: |
| Grant Period: | May 1, 2018, to August 31, 2019 | Place date stamp here. <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="writing-mode: vertical-rl; transform: rotate(180deg);">DOCUMENT CONTROL CENTER GRANTS ADMINISTRATION</div> <div style="writing-mode: vertical-rl; transform: rotate(180deg);">2018 FEB -5 PM 2:16</div> <div style="writing-mode: vertical-rl; transform: rotate(180deg);">RECEIVED TEXAS EDUCATION AGENCY</div> </div> |
| Application deadline: | 5:00 p.m. Central Time, February 6, 2018 | |
| Submittal information: | Applicants must submit one original copy of the application with an original signature, and two copies of the application, printed on one side only and signed by a person authorized to bind the applicant to a contractual agreement, must be received no later than the aforementioned date and time at this address: <div style="text-align: center;"> Document Control Center, Grants Administration Division Texas Education Agency, 1701 North Congress Ave. Austin, TX 78701-1494 </div> | |
| Contact information: | Kathy Ferguson: techlending@tea.texas.gov; (512) 463-9087 | |

Schedule #1—General Information

Part 1: Applicant Information

| | | | |
|-------------------|-------------------|--------|---------------------|
| Organization name | County-District # | | Amendment # |
| Gilmer ISD | 230-902 | | |
| Vendor ID # | ESC Region # | | |
| | 7 | | |
| Mailing address | | City | State ZIP Code |
| 500 S. Trinity | | Gilmer | TX 75644 |

Primary Contact

| | | | |
|--------------|----------------------|-----------|-------------------------------------|
| First name | M.I. | Last name | Title |
| Lisa | | Smith | Instructional Technology Specialist |
| Telephone # | Email address | | FAX # |
| 903-841-7416 | smithl@gilmerisd.org | | |

Secondary Contact

| | | | |
|--------------|---------------------|-----------|------------------------|
| First name | M.I. | Last name | Title |
| Rusty | | Ivey | Director of Technology |
| Telephone # | Email address | | FAX # |
| 903-841-7410 | iveyr@gilmerisd.org | | |

Part 2: Certification and Incorporation

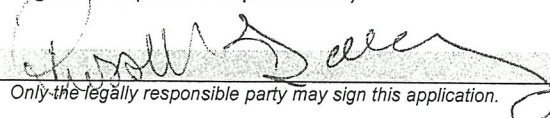
I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I further certify that any ensuing program and activity will be conducted in accordance with all applicable federal and state laws and regulations, application guidelines and instructions, the general provisions and assurances, debarment and suspension certification, lobbying certification requirements, special provisions and assurances, and the schedules attached as applicable. **It is understood by the applicant that this application constitutes an offer and, if accepted by the Agency or renegotiated to acceptance, will form a binding agreement.**

Authorized Official:

| | | | |
|--------------|---------------------|-----------|------------------------|
| First name | M.I. | Last name | Title |
| Rusty | | Ivey | Director of Technology |
| Telephone # | Email address | | FAX # |
| 903-841-7410 | iveyr@gilmerisd.org | | |

Signature (blue ink preferred)

Date signed



Only the legally responsible party may sign this application.

701-18-103-123

Schedule #1—General Information

County-district number or vendor ID:

Amendment # (for amendments only):

Part 3: Schedules Required for New or Amended Applications

An X in the "New" column indicates a required schedule that must be submitted as part of any new application. The applicant must mark the "New" checkbox for each additional schedule submitted to complete the application.

For amended applications, the applicant must mark the "Amended" checkbox for each schedule being submitted as part of the amendment.

| Schedule # | Schedule Name | Application Type | |
|------------|---|--|--------------------------|
| | | New | Amended |
| 1 | General Information | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2 | Required Attachments and Provisions and Assurances | <input checked="" type="checkbox"/> | N/A |
| 4 | Request for Amendment | N/A | <input type="checkbox"/> |
| 5 | Program Executive Summary | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 6 | Program Budget Summary | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 8 | Professional and Contracted Services (6200) | See Important Note For Competitive Grants* | <input type="checkbox"/> |
| 9 | Supplies and Materials (6300) | | <input type="checkbox"/> |
| 10 | Other Operating Costs (6400) | | <input type="checkbox"/> |
| 11 | Capital Outlay (6600) | | <input type="checkbox"/> |
| 12 | Demographics and Participants to Be Served with Grant Funds | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 13 | Needs Assessment | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 14 | Management Plan | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 15 | Project Evaluation | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 16 | Responses to Statutory Requirements | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 17 | Responses to TEA Requirements | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

***IMPORTANT NOTE FOR COMPETITIVE GRANTS:** Schedules #8, #9, #10 and #11 are required schedules if any dollar amount is entered for the corresponding class/object code on Schedule #6—Program Budget Summary. For example, if any dollar amount is budgeted for class/object code 6200 on Schedule #6—Program Budget Summary, then Schedule #8—Professional and Contracted Services (6200) is required. If it is either blank or missing from the application, **the application will be disqualified.**

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Changes on this page have been confirmed with:

On this date:

Via telephone/fax/email (circle as appropriate)

By TEA staff person:

Schedule #2—Required Attachments and Provisions and Assurances

County-district number or vendor ID: 230-902

Amendment # (for amendments only):

Part 1: Required Attachments

The following table lists the fiscal-related and program-related documents that are required to be submitted with the application (attached to the back of each copy, as an appendix).

| # | Applicant Type | Name of Required Fiscal-Related Attachment |
|--|---|--|
| No fiscal-related attachments are required for this grant. | | |
| # | Name of Required Program-Related Attachment | Description of Required Program-Related Attachment |
| 1 | LEA Technology Plan Template | If an LEA does not have a 2016–2017 Technology Plan on file with TEA, it must show evidence of a current local technology plan on participating campuses by completing the LEA Technology Plan Template. |

Part 2: Acceptance and Compliance

By marking an X in each of the boxes below, the authorized official who signs Schedule #1—General Information certifies his or her acceptance of and compliance with all of the following guidelines, provisions, and assurances.

Note that provisions and assurances specific to this program are listed separately, in Part 3 of this schedule, and require a separate certification.

| X | Acceptance and Compliance |
|-------------------------------------|--|
| <input checked="" type="checkbox"/> | I certify my acceptance of and compliance with the <u>General and Fiscal Guidelines</u> . |
| <input checked="" type="checkbox"/> | I certify my acceptance of and compliance with the program guidelines for this grant. |
| <input checked="" type="checkbox"/> | I certify my acceptance of and compliance with all <u>General Provisions and Assurances</u> requirements. |
| <input checked="" type="checkbox"/> | I certify that I am not debarred or suspended. I also certify my acceptance of and compliance with all <u>Debarment and Suspension Certification</u> requirements. |

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Schedule #2—Required Attachments and Provisions and Assurances

County-district number or vendor ID: 230-902

Amendment # (for amendments only):

Part 3: Program-Specific Provisions and Assurances

☒ I certify my acceptance of and compliance with all program-specific provisions and assurances listed below.

| # | Provision/Assurance |
|-----|---|
| 1. | The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds may not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this grant will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy. |
| 2. | The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public. |
| 3. | The applicant assures that funds provided under the Instructional Materials Allotment (IMA) or other funding are insufficient to purchase enough lending technology for every student who needs dedicated access to a device. |
| 4. | The applicant assures that it will provide access to lending technology and residential access to the Internet for students, including economically disadvantaged students and students with disabilities, who do not already have either the needed equipment or Internet service for learning at home |
| 5. | The applicant understands that equipment purchased with Technology Lending Grant funds is the property of the LEA. |
| 6. | The applicant assures that infrastructure and technical support are adequate to support students' use of loaned equipment provided through the grant at its participating campus(es). |
| 7. | The applicant assures that it will provide adequate staff to administer the program and ensure successful implementation. |
| 8. | The applicant assures that it will account for the technology lending equipment in accordance with district policy for accounting for such equipment, including providing insurance when insurance is typically provided for such equipment. The applicant understands that the grant funds cannot be used to replace lost, stolen, or damaged equipment. |
| 9. | The applicant assures that it will obtain a Technology Lending Agreement signed by the parents/guardian of each participating student and by the student participating in the program, including an assurance of student's mastery of the grade-appropriate Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills. |
| 10. | The applicant assures that it has a 2016–2017 LEA technology plan on file with TEA, or that it will show evidence of a current local technology plan on participating campuses by completing the Required Program-Related Attachment outlined on page 18 of the Program Guidelines. |
| 11. | The applicant assures that technology lending and use of electronic instructional materials are incorporated into the LEA's technology plan. |
| 12. | The applicant agrees to collect and report the data for the performance measures stated in the Program Guidelines under Program Evaluation. The applicant assures it will develop appropriate systems and processes to collect and report the required data |

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Schedule #5—Program Executive Summary

County-district number or vendor ID: 230-902

Amendment # (for amendments only):

List the campuses that will be served with these funds. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

Bruce Jr. High School

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary.

Gilmer ISD is seeking funds from the 2018-2019 Technology Lending Grant to expand our ability to lend computing devices to students in the 7th and 8th grades.

The mission of Gilmer ISD is to prepare every student for the workforce, postsecondary, or military training. The ability to use technology productively is a necessary skill for the accomplishment of this goal. Due to the large percentage of Economically Disadvantaged students in our district, many of our students do not currently have access to a computing device in their home to develop these technology skills nor to access digital resources purchased by the District which expand, enhance and enrich their classroom learning. The availability of devices which will be purchased with funds from this grant will allow students to borrow a District laptop for home use to further their learning.

The District currently has 50 Dell Venue 8 tablets available for student checkout on the Bruce Jr. High campus which houses over 350 students. The Dell tablets that are now loaned to students are outdated and the operating system is often unstable making them difficult for students to use. Internet access is not available to many students in our district that live in rural areas within Gilmer ISD. Portable wi-fi hotspots will also be made available for checkout to students without home internet access with these funds. Laptops combined with the wi-fi hotspots, if needed by the student, will give students a more reliable device with which to access the internet.

The District has purchased digital resources for Science and ELA all grades and Math for grades 5 - 12 which are available for use at the Jr. High campus. These resources are accessed by students during classtime using devices from a classroom cart designated for on-campus use only.

A subscription to Study Island has been purchased for the Bruce Jr. High campus to be used for remediation and enrichment of the ELA and Math curriculums. The District also provides an Office 365 license to all students. This license gives students cloud storage capabilities in addition to access to the Microsoft Office suite and other Microsoft collaboration products. Teachers use various sites, e.g., S'more, Symbaloo, and videos, to disseminate information to their students. Having a reliable device and internet access will allow our students to further their learning from home using the digital instructional materials provided to them by the District and their classroom teacher.

A designated campus technician will address hardware, software, and connection issues arising with the devices. An Instructional Technology Specialist will provide digital citizenship, log-in, and software training to the students before the device is loaned to them.

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Schedule #5—Program Executive Summary (cont.)

County-district number or vendor ID: 230-902

Amendment # (for amendments only):

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

Devices purchased with grant funds will be stored in the campus library. The librarian will check out a computing device and wi-fi hotspot, if needed, to a student only after the student and parent has read and signed the District's Student Technology Lending Agreement. The device will be checked out for 1 day. If the student returns the device on time and in good condition for 5 checkouts, they will be allowed to check out the device for up to three (3) days. The campus librarian will notify the campus technician if there are any problems with a returned device so that technical issues can be repaired.

Computing devices purchased with Grant funds will be inventoried by serial number and computer name. Insurance will be purchased for the devices by the District.

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Schedule #6—Program Budget Summary

County-district number or vendor ID: 230-902

Amendment # (for amendments only):

Program authority: General Appropriations Act, Article III, Rider 8, and House Bill 3526, 85th Texas Legislature; Texas Education Code Section, 32.301

Grant period: May 1, 2018, to August 31, 2019

Fund code: 410

Budget Summary

| Schedule # | Title | Class/ Object Code | Program Cost | Admin Cost | Total Budgeted Cost |
|---|---|--------------------------|-----------------|------------|------------------------|
| Schedule #8 | Professional and Contracted Services (6200) | 6200 | \$ 4,850 | \$0 | \$ 4,850 |
| Schedule #9 | Supplies and Materials (6300) | 6300 | \$45,150 | \$0 | \$45,150 |
| Schedule #10 | Other Operating Costs (6400) | 6400 | NA | \$0 | \$0 |
| Schedule #11 | Capital Outlay (6600) | 6600 | NA | \$0 | \$0 |
| Total direct costs: | | | \$50,000 | \$0 | \$50,000 |
| Percentage% indirect costs (see note): | | | N/A | \$0 | \$0 |
| Grand total of budgeted costs (add all entries in each column): | | | \$50,000 | \$0 | \$50,000 |

Administrative Cost Calculation

| | |
|--|----------|
| Enter the total grant amount requested: | \$50,000 |
| Percentage limit on administrative costs established for the program (15%): | × .15 |
| Multiply and round down to the nearest whole dollar. Enter the result. | |
| This is the maximum amount allowable for administrative costs, including indirect costs: | \$7,500 |

NOTE: Indirect costs are calculated and reimbursed based on actual expenditures when reported in the expenditure reporting system, regardless of the amount budgeted and approved in the grant application. If indirect costs are claimed, they are part of the total grant award amount. They are not in addition to the grant award amount.

Indirect costs are not required to be budgeted in the grant application in order to be charged to the grant. Do not submit an amendment solely for the purpose of budgeting indirect costs.

If selected for a competitive grant, your award amount will be the lesser of the grand total of budgeted costs as stated on this schedule (the box with the bold outline), or the sum of all line items listed on this schedule, or the maximum allowable award amount. TEA is not responsible for math errors.

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| Schedule #8—Professional and Contracted Services (6200) | | |
|--|------------------------------------|------------------------------------|
| County-district number or vendor ID: 230-902 | | Amendment # (for amendments only): |
| NOTE: Specifying an individual vendor in a grant application does not meet the applicable requirements for sole-source providers. TEA's approval of such grant applications does not constitute approval of a sole-source provider. | | |
| Professional and Contracted Services | | |
| # | Description of Service and Purpose | Grant Amount Budgeted |
| 1 | Wireless HotSpot for 1 year | \$ 4850 |
| 2 | | \$ |
| 3 | | \$ |
| 4 | | \$ |
| 5 | | \$ |
| 6 | | \$ |
| 7 | | \$ |
| 8 | | \$ |
| 9 | | \$ |
| 10 | | \$ |
| 11 | | \$ |
| 12 | | \$ |
| 13 | | \$ |
| 14 | | \$ |
| a. Subtotal of professional and contracted services: | | \$ 4850 |
| b. Remaining 6200—Professional and contracted services that do not require specific approval: | | \$ |
| (Sum of lines a and b) Grand total | | \$ 4850 |

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division Administering a Grant page.

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|---|----------------------|
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| Schedule #9—Supplies and Materials (6300) | | |
|---|---|---|
| County-District Number or Vendor ID: 230-902 | | Amendment number (for amendments only): |
| Supplies and Materials Requiring Specific Approval | | |
| | | Grant Amount Budgeted |
| 6300 | Total supplies and materials that do not require specific approval: 129 devices/\$350 | \$45,150 |
| Grand total: | | \$45,150 |

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division Administering a Grant page.

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| Via telephone/fax/email (circle as appropriate) | By TEA staff person: |

| Schedule #10—Other Operating Costs (6400) | | |
|--|------|---|
| County-District Number or Vendor ID: 230-902 | | Amendment number (for amendments only): |
| Expense Item Description | | Grant Amount Budgeted |
| 6400 | None | |
| Grand total: | | |

In-state travel for employees does not require specific approval.

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division Administering a Grant page.

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| Schedule #11—Capital Outlay (6600) | | | | |
|---|-------------------------|----------|---|-----------------------|
| County-District Number or Vendor ID: 230-902 | | | Amendment number (for amendments only): | |
| # | Description and Purpose | Quantity | Unit Cost | Grant Amount Budgeted |
| 66XX—Computing Devices, capitalized | | | | |
| 1 | Not Applicable | | | |
| 2 | | | \$ | \$ |
| 3 | | | \$ | \$ |
| 4 | | | \$ | \$ |
| 5 | | | \$ | \$ |
| 6 | | | \$ | \$ |
| 7 | | | \$ | \$ |
| 8 | | | \$ | \$ |
| 9 | | | \$ | \$ |
| 10 | | | \$ | \$ |
| 66XX—Software, capitalized | | | | |
| 11 | None | | \$ | \$ |
| 12 | | | \$ | \$ |
| 13 | | | \$ | \$ |
| 14 | | | \$ | \$ |
| 15 | | | \$ | \$ |
| 16 | | | \$ | \$ |
| 17 | | | \$ | \$ |
| 66XX—Equipment, furniture, or vehicles | | | | |
| 18 | None | | \$ | \$ |
| 19 | | | \$ | \$ |
| 20 | | | \$ | \$ |
| 21 | | | \$ | \$ |
| 22 | | | \$ | \$ |
| 23 | | | \$ | \$ |
| 24 | | | \$ | \$ |
| 25 | | | \$ | \$ |
| 26 | | | \$ | \$ |
| 27 | | | \$ | \$ |
| Grand total: | | | | |

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division [Administering a Grant](#) page.

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|---|----------------------|
| Changes on this page have been confirmed with: | On this date: |
| Via telephone/fax/email (circle as appropriate) | By TEA staff person: |

Schedule #12—Demographics and Participants to Be Served with Grant Funds

County-district number or vendor ID: 230-902

Amendment # (for amendments only):

Part 1: Student Demographics of Population To Be Served With Grant Funds. Enter the data requested for the population to be served by this grant program. If data is not available, enter DNA. Use the comment section to add a description of any data not specifically requested that is important to understanding the population to be served by this grant program. Response is limited to space provided. Use Arial font, no smaller than 10 point.

| Student Category | Student Number | Student Percentage | Comment |
|----------------------------------|----------------|--------------------|---------|
| Economically disadvantaged | 252 | 71.39% | |
| Limited English proficient (LEP) | 29 | 8.22% | |
| Disciplinary placements | 13 | 3.68% | |
| Attendance rate | NA | 95.62% | |
| Annual dropout rate (Gr 9-12) | NA | 2% | |

Part 2: Students To Be Served With Grant Funds. Enter the number of students in each grade, by type of school, projected to be served under the grant program.

School Type: ☒ Public ☐ Open-Enrollment Charter ☐ Private Nonprofit ☐ Private For Profit ☐ Public Institution

Students

| PK | K | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | Total |
|----|---|---|---|---|---|---|---|-----|-----|---|----|----|----|-------|
| | | | | | | | | 171 | 182 | | | | | 353 |

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On this date:

Via telephone/fax/email (circle as appropriate)

By TEA staff person:

Schedule #13—Needs Assessment

County-district number or vendor ID: 230-902

Amendment # (for amendments only):

Part 1: Process Description. A needs assessment is a systematic process for identifying and prioritizing needs, with "need" defined as the difference between current achievement and desired outcome or required accomplishment. Describe your needs assessment process, including a description of how needs are prioritized. If this application is for a district level grant that will only serve specific campuses, list the name of the campus(es) to be served and why they were selected. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Gilmer ISD considers several variables when determining educational needs within the district. Teachers and administrators regularly disaggregate data from summative assessments, benchmarks and state testing. Based on the information gathered from this data disaggregation, the district has designated literacy as its greatest area of academic need.

To determine technology needs, campus technicians gather information from teachers to identify the amount and type of technology currently available within classrooms. The Director of Technology assesses technology needs considering input from the campus technicians and administrator/teacher requests. This data is then reviewed by the Superintendent and Technology Director to determine the technology needs within the district and to prioritize campus, subject, and grade level technology needs.

Gilmer ISD currently has a one-to-many technology program. Each campus library some computers for student use during the school day. There are also laptop carts on the campuses that can be checked out by teachers based on availability.

The District feels the **Bruce Jr. High** campus currently has the greatest need for computing devices to be loaned to students for home use. Bruce Jr. High houses 353 7th and 8th grade students in the district. The District has purchased digital resources for Science, ELA and Math. Study Island is available to students on the Bruce Jr. High campus for Reading and Math intervention and enrichment. Office 365 is also made available to all students and staff for collaboration, creation, and cloud storage purposes. Students on the campus have access to two computer labs that can be reserved by their teacher during core content class periods and 3 laptop carts that are reserved on a day-to-day basis by the teacher through the campus librarian to be used in the classroom. Equipment that is currently available for student check-out at the 353 student Bruce Jr. High campus is limited to 50 Dell Venue 8 tablets. These tablets are difficult for students to use and have unreliable connectivity. If a student does not have internet access in their home, a portable wi-fi hotspot can be checked out but must be obtained from the Gilmer High School campus librarian.

It is the District administration's desire to make more devices available for checkout to Bruce Jr. High students. Receiving these funds will allow Gilmer ISD to purchase Windows 10 computing devices which will be loaned to students for use in their home. These funds will also allow Gilmer ISD to have portable wi-fi hotspots on the Jr. High campus for checkout by Jr. High students. These hotspots connect to a cell phone tower to create a wifi connection for the student. The student is given the password with which to connect the laptop to the hotspot upon checkout. This will give computer and/or internet access to the Economically Disadvantaged students within our district that do not currently have this resource outside of the school day enabling them to complete assignments, both individual and collaborative, and access the programs provided to enhance their learning in all subject areas.

The high percentage of Economically Disadvantaged students on the campus (71%) along with the large area of rural communities within the District's boundaries, is indicative of the high percentage of homes with no internet access. The loan of a personal computing device to individual students, in addition to the availability for checkout of portable wifi hotspots will better equalize the educational opportunity for all students in our district.

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By TEA staff person:

Schedule #13—Needs Assessment (cont.)

County-district number or vendor ID: 230-902

Amendment # (for amendments only):

Part 2: Alignment with Grant Goals and Objectives. List your top five needs, in rank order of assigned priority. Describe how those needs would be effectively addressed by implementation of this grant program. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

| # | Identified Need | How Implemented Grant Program Would Address |
|----|---|--|
| 1. | Students are required to access electronic textbooks in core subject areas but do not have access to computing devices in their home. | The computing devices purchased with funds from the Technology Lending Program Grant will be loaned to students on the Bruce Jr. High campus for home use through checkout from the campus librarian. The devices will allow students to access available electronic textbooks, programs and other provided digital resources for academic growth. |
| 2. | Students are expected to collaborate with other students and teachers, research topics, and create presentations/projects. | A loaned computing device will allow the student access to all internet related materials, including electronic textbooks, collaboration sites, and documents for research. |
| 3. | Many district teachers post tutorial videos on class blogs and websites in order to "flip" their classroom. They are also using videos that are currently available, i.e., Khan Academy and United Streaming, to teach and review classroom objectives. | Borrowing a computing device will permit the student to view online tutorials from home, allowing classroom time to be better used answering student questions regarding the content and applying the concepts learned to other situations. |
| 4. | Some students do not have internet access in their home. | The portable wi-fi hotspots activated with grant funds will allow the student to connect their borrowed computing device to the internet. |
| 5. | | |

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By TEA staff person:

Schedule #14—Management Plan

County-district number or vendor ID: 230-902

Amendment # (for amendments only):

Part 1: Staff Qualifications. List the titles of the primary project personnel and any external consultants projected to be involved in the implementation and delivery of the program, along with desired qualifications, experience, and any requested certifications. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

| # | Title | Desired Qualifications, Experience, Certifications |
|----|-------------------------------------|--|
| 1. | Director of Technology | Proficient in use of technology |
| 2. | Instructional Technology Specialist | Proficient in use and integration of technology |
| 3. | Classroom Teachers | Proficient in use of technology Proficient in access and use of online textbooks Proficient in access and use of online storage and productivity |
| 4. | Students | A responsible digital citizen Proficient in access and use of online textbooks Proficient in access and use of online storage and productivity |
| 5. | Campus Tech | Proficient in use of technology |

Part 2: Milestones and Timeline. Summarize the major objectives of the planned project, along with defined milestones and projected timelines. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

| # | Objective | Milestone | Begin Activity | End Activity |
|----|--|--|----------------|--------------|
| 1. | Device Acquisition | 1. Device evaluation and selection | 05/01/2018 | 05/15/2018 |
| | | 2. Acquire quotes from various approved vendors | 05/15/2018 | 05/22/2018 |
| | | 3. Purchase devices | 05/22/2018 | 08/06/2018 |
| | | 4. Deliver devices to district | 06/19/2018 | 08/06/2018 |
| | | 5. | XX/XX/XXXX | XX/XX/XXXX |
| 2. | Inventory and Configuration of Devices | 1. Inventory devices | 08/06/2018 | 08/17/2018 |
| | | 2. Configure devices | 08/13/2018 | 08/25/2018 |
| | | 3. | XX/XX/XXXX | XX/XX/XXXX |
| | | 4. | XX/XX/XXXX | XX/XX/XXXX |
| | | 5. | XX/XX/XXXX | XX/XX/XXXX |
| 3. | Student Training | 1. Student training: use and care of device | 08/27/2018 | 09/28/2018 |
| | | 2. Student training: digital citizenship, textbook access, Office 365 access and use | 08/27/2018 | 09/28/2018 |
| | | 3. | XX/XX/XXXX | XX/XX/XXXX |
| | | 4. | XX/XX/XXXX | XX/XX/XXXX |
| | | 5. | XX/XX/XXXX | XX/XX/XXXX |
| 4. | Lending | 1. Place devices in library for student check-out | 09/10/2018 | 10/12/2018 |
| | | 2. Review device and hotspot lending log | 02/01/2019 | 02/08/19 |
| | | 3. | XX/XX/XXXX | XX/XX/XXXX |
| | | 4. | XX/XX/XXXX | XX/XX/XXXX |
| | | 5. | XX/XX/XXXX | XX/XX/XXXX |
| 5. | Inventory Devices | 1. Check inventory of lending devices | 05/28/2019 | 05/28/2019 |
| | | 2. Contact student if a device has not been returned | 05/29/2019 | 05/30/2019 |
| | | 3. | XX/XX/XXXX | XX/XX/XXXX |
| | | 4. | XX/XX/XXXX | XX/XX/XXXX |
| | | 5. | XX/XX/XXXX | XX/XX/XXXX |

Unless pre-award costs are specifically approved by TEA, grant funds will be used to pay only for activities occurring between the beginning and ending dates of the grant, as specified on the Notice of Grant Award.

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Schedule #14—Management Plan (cont.)

County-district number or vendor ID: 230-902

Amendment # (for amendments only):

Part 3: Feedback and Continuous Improvement. Describe the process and procedures your organization currently has in place for monitoring the attainment of goals and objectives. Include a description of how the plan for attaining goals and objectives is adjusted when necessary and how changes are communicated to administrative staff, teachers, students, parents, and members of the community. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Gilmer ISD has in place an ACE Committee and PAC Committee at the district level. These committees evaluate district and campus needs. They review state and local data regarding student achievement and data gathered from parent and teacher surveys. The plans formulated by these committees are working documents and consider all forms of data gathered. Information from the committee is communicated to the public through the District website and newspaper notices. Copies of the District report card are sent home with students upon the release of the report card by the state.

Principals meet monthly with the Superintendent and Assistant Superintendents to be updated on ACE and PAC committee minutes and to convey to the District Administration any pertinent information from their Campus Improvement Committee meetings and staff meetings. Information from the administrative meeting that is applicable to the staff is communicated to them by the campus Principal.

Each campus has a Campus Improvement Committee which assess needs on their campus and devises a Campus Improvement Plan. This committee meets periodically to set and review goals for the campus and to adjust those goals based on current data.

Part 4: Sustainability and Commitment. Describe any ongoing, existing efforts that are similar or related to the planned project. How will you coordinate efforts to maximize effectiveness of grant funds? How will you ensure that all project participants remain committed to the project's success? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The District currently has approximately 60 Dell Venue 8 tablets available for student checkout to the 1,050 students on the Gilmer High School and Bruce Jr. High campuses. The available tablets' operating system is often unstable making them unreliable for students to use. Grant funds will allow updated computing devices to be purchased for lending at the Jr. High campus. These devices will allow students to access digital resources which have been purchased for the campus during non-school hours, such as online textbooks, Study Island, PathBlazers and Office 365,.

Portable wifi hotspots are also available for checkout to students without home internet access. These hotspots are kept at the High School library and must be delivered to the Jr. High campus when needed by a Jr. High student. Funds from this grant will allow portable wifi hotspots to be placed at the Jr. High library for checkout and will eliminate the need to transfer hotspots from the High School campus.

Information concerning the availability of the devices will be sent to parents when school begins. The number of devices loaned to students will be evaluated every 2 months. If the devices are not being used by students, information will be sent to parents again and students will be encouraged by teachers and administrators to make use of the lending devices.

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| Schedule #15—Project Evaluation | | | |
|---|---|--|---|
| County-district number or vendor ID: 230-902 | | Amendment # (for amendments only): | |
| Part 1: Evaluation Design. List the methods and processes you will use on an ongoing basis to examine the effectiveness of project strategies, including the indicators of program accomplishment that are associated with each. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point. | | | |
| # | Evaluation Method/Process | Associated Indicator of Accomplishment | |
| 1. | Review number of devices loaned | 1. | Percentage of devices loaned to students |
| | | 2. | |
| | | 3. | |
| 2. | Teachers and Curriculum Staff review report of digital resource usage | 1. | Use of online textbooks – non-school hours |
| | | 2. | Use of supplemental online resources – non-school hours |
| | | 3. | |
| 3. | Teachers and Curriculum Staff review test scores and compare to online usage report | 1. | Test Scores |
| | | 2. | |
| | | 3. | |
| 4. | Student survey (End of Year) | 1. | Device availability |
| | | 2. | Device reliability |
| | | 3. | Usefulness within curriculum |
| 5. | | 1. | |
| | | 2. | |
| | | 3. | |
| Part 2: Data Collection and Problem Correction. Describe the processes for collecting data that are included in the evaluation design, including program-level data such as program activities and the number of participants served, and student-level academic data, including achievement results and attendance data. How are problems with project delivery to be identified and corrected throughout the project? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point. | | | |
| <p>A lending form will be completed by the campus librarian when loaning a device to a student. The Instructional Technology Specialist will review the list of loaned devices every 2 months to evaluate the number of students borrowing a device. If devices are not being borrowed, more information will be given to students and parents concerning the availability of the devices and encouraging their use.</p> <p>Teachers and curriculum staff will disaggregate data to determine the impact the use of digital resources during non-school hours is having on student academic growth.</p> | | | |

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| Schedule #16—Responses to Statutory Requirements | |
|---|------------------------------------|
| County-district number or vendor ID: 230-902 | Amendment # (for amendments only): |
| <p>Statutory Requirement 1: Applicant must describe the availability of existing equipment to students in the LEA and other funding available for the purchase of student technology devices. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.</p> <p>Gilmer ISD has computer lab on all campuses in the district. In addition to the computer labs, each campus has laptop carts which are reserved for use by classroom teachers through the campus librarian. These carts are distributed in the following manner: Gilmer High School – 6 laptop carts, Bruce Jr. High – 3 laptop carts, Gilmer Intermediate – 3 laptop carts, Gilmer Elementary – 1 laptop carts. The Elementary (grades PK-4) campus also has four desktop computers, 6 laptops and 6 Kindles in each classroom. All of these devices are for on-campus use.</p> <p>The District currently loans Dell Venue 8 tablets and portable wi-fi hotspots to students in grades 7-12 for use with online textbooks and other digital resources purchased by the District for these campuses. The tablets are borrowed through the Bruce Jr. High and Gilmer High School campus librarians. Portable wi-fi hotspots are also available to students if they do not have internet access at their home. These hotspots connect to a cell phone tower for data and connect to the tablet in the same way a phone hotspot would. All hotspots are presently kept at the High School library. The Jr. High librarian must ask for a hotspot from the High School librarian when a Jr. High student requests one for checkout.</p> <p>Gilmer ISD has purchased equipment with the Instructional Materials Allotment that compliment and match the equipment requested in this grant application. Through the IMA funds, we have purchased 400 cloudbook computers and some hotspot devices. We maintain a number of charging carts that are mobile and these devices are placed at each of our campuses. As well, the district technology budget is used to support and further purchase technology needs in the classroom. We have also utilized E-Rate funding to implement a strong wireless network and wired infrastructure that will support the goals of this grant.</p> | |

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Schedule #17—Responses to TEA Program Requirements

County-district number or vendor ID: 230-902

Amendment # (for amendments only):

TEA Program Requirement 1: Describe how the technology lending program aligns with the existing mission and goals for the LEA. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The mission of Gilmer ISD is to prepare every student for the workforce, postsecondary, or military training. The ability to use technology productively is a necessary skill for the accomplishment of this goal. Due to the high number of economically disadvantaged students (71%) at the Jr. High campus, many of the students do not currently have access to a computing device at their home to develop these technology skills nor to access digital resources purchased by the District which expand, enhance and enrich their classroom learning. The availability of lending devices which will be purchased with funds from this grant will allow students to borrow a District laptop for home use to further their learning.

Access to interactive content with the lending device provides individualized learning by offering more differentiation in the class curriculum. The lending device also allows students to access online learning and to share equal responsibility in collaborative learning. The critical thinking and problem solving developed through this collaborative learning will produce citizens who will be prepared for the workforce or college.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 230-902

Amendment # (for amendments only):

TEA Program Requirement 2: Describe a plan for providing internet access to student residences, residential centers, and/or on the buses that transport students (for whom a single ride lasts, on average, at least an hour) with the highest need for off-campus internet access. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The District currently has 15 portable wifi hotspots shared by the Jr. High and High School campuses. This portable wifi hotspot is activated by the campus librarian upon student checkout and is suspended when the hotspot is returned. These hotspots receive data when turned on by accessing a cell phone tower. The computing device is then connected to the hotspot using the wifi password provided to the student upon checkout. (This is similar to using a cell phone as a mobile hotspot.) Sites accessed by the hotspot are filtered for student appropriateness.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 230-902

Amendment # (for amendments only):

TEA Program Requirement 3: Describe how the lending program aligns with current curriculum, instruction, and classroom management policies and/or practices on its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The lending devices will enable students to utilize digital resources that have been purchased by the District. Bruce Jr. High students currently have access to online resources as a part of the Science, Math, and ELA textbook adoptions. The campus has also subscribed to Study Island to provide intervention and enrichment in these subject areas. Devices purchased with funds from the Technology Lending Grant will allow many of our students to be able to utilize the electronic curriculum from home where they could not otherwise access this curriculum.

The devices will also allow students to access the internet for tutorial programs and/or use a student web portal to communicate with their teachers about their assignments. Through this portal, students will be able to ask questions and/or get clarification on their assignments while working at home.

Currently, some teachers are preparing lessons through a “flipped classroom” approach so that students can become prepared for the following day’s lesson or can access instruction should they be absent from the classroom for a day. By checking out the lending device, a student can access the video to assist them with their learning, create a document or presentation to complete an assignment, and save that file to their cloud storage to share with their teacher.

Many of our students do not have access to instructional information outside of the school day. Lending devices will increase their opportunity to gain valuable information that will provide more equal opportunities for learning.

TEA Program Requirement 4: Describe how the applicant is using digital instructional materials in one or more foundation curriculum subject area(s) for one or more grade level(s). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The District has purchased digital instructional materials for Science and ELA for all grades and online materials for Math in grades 5 – 12. A Study Island subscription has been purchased for use at the Jr. High campus for intervention and enrichment of the ELA, Math and Science curriculums. Pathblazer is also being used with 7th and 8th grade students to target specific areas of need with individual students. The data from Pathblazer allows teachers to address the indicated gaps in learning during a scheduled intervention period.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 230-902

Amendment # (for amendments only):

TEA Program Requirement 5: Describe how the infrastructure and technical support is adequate to support students' anticipated use of devices through the grant at its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

All campuses have fiber to buildings. Cat 5 wiring supplies WAN connectivity to routers. Switches on the campuses support LAN drops to the classrooms.

All buildings have 100% connectivity to wireless devices. In order to boost bandwidth and dependability of the school wi-fi, Aerohive wireless access points have been placed in classrooms along with multiple access points in common areas.

Devices loaned to students can be connected to the guest wi-fi to be used on campus, if needed.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 230-902

Amendment # (for amendments only):

TEA Program Requirement 6: Describe how the grant will be administered on participating campus(es), including a description of how the check-out and check-in process will operate, who will oversee the check-out process, especially in cases of competing need, and the process that will be used to maintain the technology lending equipment in proper working condition. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Devices purchased with grant funds will be stored in the campus library. The librarian will check out a computing device and wifi hotspot, if needed, to a student only after the student and parent has read and signed the District's Student Technology Lending Agreement. The device will be checked out for one (1) day. If the student returns the device on the due date and in good condition for 5 checkouts, they will be allowed to check out the device for up to three (3) days.

If more students are requesting devices than the number of devices available, the campus librarian will consider 1) if an assignment is due that is to be completed using the lending device and the immediacy of the due date of that assignment and 2) the number of times each student has checked out a lending device. Priority will be given to the student with the assignment due date nearest the date of check out or, if assignments are due on the same date, the student that has checked out the lending device fewer times, therefore, having less opportunity to complete the assignment during non-school hours.

The campus librarian will notify the campus technician of any problems with a returned device so that issues can be repaired.

TEA Program Requirement 7: Describe how technology lending equipment will be accounted for per local policy, including providing insurance, if appropriate. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The District will cover the cost of accidental insurance for the loaned device. If a device malfunctions, the student will return the computing device to the librarian. The librarian will check out another device to the student and notify the campus technician of the problem so the device can be repaired.

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